



2011-2012 Artist Fellowship in *Fiction* Application

Description:

A limited number of fellowships are available to professional artists to support activities that will advance the art form or the careers of these artists. Funding in this category is highly competitive. Specific disciplines will be eligible for support each year on a rotating basis, depending upon the amount of state and federal funding available to the Commission. In the 2011-2012 grant year, the discipline is ***Fiction***.

Deadline:

Applications must be **received** by the Commission on or before **5:00 p.m., October 3, 2011**. The Commission does not accept application materials via fax or email.

Amount of Assistance:

Artists will be considered for fellowships of \$5,000. Artists are not required to provide matching funds.

Eligibility:

Artists who are legal residents of Virginia at the application deadline and who plan to remain a Virginia resident during the grant period are eligible to apply. A legal resident has a valid Virginia driver's license and/or pays income taxes in Virginia and/or is a registered Virginia voter. Applicants must be at least 18 years of age. An individual may receive only one fellowship from the Commission within any four-year period.

Criteria:

Applications are evaluated on consistent quality of the work as demonstrated by the work sample submitted, the applicant's record of professional arts activity and achievement as reflected in the resume, and potential for the fellowship resulting in significant development in the career of the applicant.

Application Review & Payment Procedure:

Applications are reviewed by an Advisory Panel of professionals in the appropriate discipline. The Panel makes its recommendations after group discussion. The Commissioners of the Virginia Commission for the Arts make the final decision on all applications. Results will be announced in mid December 2011.

Application Submission Checklist:

A complete application must contain **SIX (6) stapled copies collated** in the following order (please do not use binders or folders):

- Applicant information page
- Artist Narrative. No more than 1 page (8½" x 11").
- Artist's Resume.
- Work sample: 30 pages of one piece of fiction or 15 pages of two pieces of fiction

Only **ONE (1) copy** of the following is needed:

- A completed National Standard for Arts Information Exchange Form (for reporting purposes only; will NOT be considered during the grant making process).

Refer to the instructions attached for details on preparing your application. Any application not containing all of the items listed above will be considered incomplete and will be returned with a brief explanation.

NOTE: Be sure to keep a copy of your application and all forms and attachments.



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Please provide all information requested in the order listed and send to the Commission office no later than October 3, 2011 by 5:00 pm. Applications are not accepted via fax or email. Original signatures are required. Application forms, guidelines and additional information are available at www.arts.virginia.gov. Please read the guidelines available on our website before applying. For assistance, contact Cathy Welborn at (804) 225-3132 or email at catherine.welborn@arts.virginia.gov. Thank you.

Applicant Information:

FIRST/LAST NAME:

STREET:

CITY:

STATE:

ZIP:

COUNTY:

SOCIAL SECURITY NUMBER:

PHONE NUMBER:

EMAIL:

WEB ADDRESS:

International Activity:

Please indicate "yes" or "no" whether your request includes funds to do any of the following: 1) activities involving travel to other countries; 2) activities in which foreign artists visit Virginia or the US; 3) any cultural exchange program; or 4) activities linking you with artists or institutions in other countries. This information is for reporting purposes only and will not be considered during the grant making process.

YES ☐ NO ☐

Assurances & Signature:

"I am a legal resident of Virginia and plan to remain a Virginia resident during the grant period. Statements in this application are true and complete to the best of my knowledge. "

Signature of Applicant: _____ Date: _____



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Attachments

1. Artist Narrative (six copies):

On a separate page, explain how you plan to use the fellowship funds, how it will affect your artistic development and why it is important that you receive a fellowship at this time. You may describe activities such as researching and developing a proposed idea; taking time off from work; or expenses incurred in the presentation of final work including publication, readings, or documentation. If funds are to be used for creating work, state whether you are beginning, completing, and/or presenting work. You may include aesthetic issues and concerns relating to the activities you describe. The narrative should be no more than one page (8 1/2" x 11").

2. Artist's Resume or Curriculum Vitae (six copies):

Attach a typed resume with information about your education, important learning and work experiences, publications, honors, and any other pertinent biographical information.

3. Work Sample (six copies):

Work samples may include 30 pages of one work of fiction or 15 pages each of two works of fiction. All work samples must be typed in English with type size no smaller than 12 point. Pages must be numbered. Please indicate if the work sample has been published, and if so, include the name of the publisher and the date of publishing.

All work samples must have a cover page with your name, address, contact information, title of work, and date of completion.

4. National Standard for Arts Information Exchange Form (one copy)

Please mail application to:

**Virginia Commission for the Arts
223 Governor Street
Lewis House, Second Floor
Richmond, VA 23219**

NATIONAL STANDARD FOR ARTS INFORMATION EXCHANGE***Racial/Ethnicity Data Collection Form*****Individual Applicants:**

Individuals should circle **any combination** of the characteristics listed below that apply:

- A: Asian**
- B: Black/African American**
- H: Hispanic/Latino**
- N: American Indian/Alaskan Native**
- P: Native Hawaiian/Pacific Islander**
- W: White**

Organizational/Institutional Applicants

(e.g. school, arts group):

Using the characteristics listed below, circle the predominant group of which the staff or board or membership (not audience) is composed. Organizations should choose the **one** code that best represents 50 percent or more of its staff or board or membership. If none of these conditions apply to the organization, classify the organization "99."

- A: 50% or more Asian**
- B: 50% or more Black/African American**
- H: 50% or more Hispanic/Latino**
- N: 50% or more American Indian/Alaskan Native**
- P: 50% or more Native Hawaiian/Pacific Islander**
- W: 50% or more White**
- 99: No single group** listed above represents 50% or more of staff or board or membership

For Both Individual & Organizational Applicants:

Using the characteristics listed below, indicate if the majority of the grant activities are intended to involve or act as a clear expression or representation of the cultural traditions of one particular group, or deliver services to a designated population listed below, choose that group's code from the list. If the project or activity does not emphasize the culture or traditions of one group, please circle "99." If you seek or receive general operating support or support for administrative or artistic expenses for many projects and activities and cannot select one group, please circle "99."

- A: Asian individuals**
- B: Black/African American individuals**
- H: Hispanic/Latino individuals**
- N: American Indian/Alaskan Native individuals**
- P: Native Hawaiian/Pacific Islander individuals**
- W: White individuals**
- 99: No single group**

NOTE: Generally, an activity can be considered "a clear expression or representation of the cultural traditions of one particular group" if it is:

(1) A project in which the intent is to communicate the culture or traditions of a particular race. For example, performances by an African dance company would be coded as "Black/African American."

and/or

(2) Projects which are usually understood to be reflective of the culture or traditions of a particular race. For example, Kabuki theatre is performed in many localities, and by many Asian and non-Asian groups. All of these performances would be coded as "Asian" because regardless of who produces the work, the type of theatre itself is widely understood to be an expression of Japanese culture.